

**Department of Health and Human Services
National Institute of Environmental Health Sciences
National Cancer Institute**

**Minutes of the State-of-the-Science (SOS) Subcommittee of the Interagency Breast Cancer and
Environmental Research Coordinating Committee**

June 7, 2011

The State-of-the-Science (SOS) Subcommittee of the Interagency Breast Cancer and Environmental Research Coordinating Committee was convened for a meeting on June 7, 2011 at 12:00 p.m. via webinar. The Chair of the subcommittee is Michele Forman, PhD of the University of Texas M.D. Anderson Cancer Center.

Subcommittee Members Present

Janice Barlow
Suzanne Fenton, PhD
Michele Forman, PhD
Christine Ambrosone, PhD
Vivian Pinn, MD

NIH Staff Present

Laura McGuinn, MSc

I. BACKGROUND

The Interagency Breast Cancer and Environmental Research Coordinating Committee (IBCERCC) is a congressionally mandated body established by the National Institute of Environmental Health Sciences (NIEHS), in collaboration with the National Cancer Institute (NCI). This Committee is comprised of 19 voting members, including representatives of Federal agencies; non-federal scientists, physicians, and other health professionals from clinical, basic, and public health sciences; and advocates for individuals with breast cancer.

The Committee's primary mission is to facilitate the efficient and effective exchange of information on breast cancer research activities among the member agencies, and to advise the NIH and other Federal agencies in the solicitation of proposals for collaborative, multidisciplinary research, including proposals to further evaluate environmental and genomic factors that may be related to the etiology of breast cancer. The Committee serves as a forum and assists in increasing public understanding of the member agencies' activities, programs, policies, and research, and in bringing important matters of interest forward for discussion.

The objectives of the SOS Subcommittee of the IBCERCC are integrated and dependent on the objectives and activities of the other Subcommittees¹ of the IBCERCC and include the following: to summarize the state of the literature (both animal and human research); advances in breast cancer research supported or conducted by Federal agencies relevant to the diagnosis, prevention, and treatment of cancer (and related disorders); and identify research gaps.

The IBCERCC SOS Subcommittee held its sixth meeting, hosted by NIEHS and the NCI, via conference call on June 7, 2011. Attendees of the meeting included committee members and NIH staff. The meeting agenda included discussion on the following: updates on progress made in the advances, animal, and epidemiology sections, and of the time line and review of the work load.

¹ The other Subcommittees of the IBCERCC are the Research Process Subcommittee (Chair, Michael Gould) and the Research Translation, Dissemination, and Policy Implications Subcommittee (Chair, Jeanne Rizzo).

II. Discussion

Advances updates

The call began with a discussion on updates in the advances section. Janice and Neeraja are going to have a conference call on June 9th to discuss progress on the advances section. Janice sent out the memo requesting examples of advances to 10 people. Neeraja as well sent out the memo to a dozen people.

Members then discussed:

1. Whether to have a definitive article to reference on advances.
2. How best to format the reporting of the results.

There was subsequently a discussion on whether the term advances should be replaced with “progress” or “milestones.” Michele told members that she liked the term progress over advances, some other members agreed. Vivian suggested collecting all of the results and then formatting the timeline. Janice read out the duties of the Breast Cancer and Environmental Research Act, which included terms such as “major breakthroughs” and “noteworthy advances.”

Members discussed how to reference appropriate references in the timeline. Michele suggested we use illustrative references, to set examples, and did not need to include every reference.

Members inquired whether Jenny sent letter to committee members. Laura would follow up and check with her.

Michele stated that she liked Vivian’s thinking of collecting the responses to the memo, looking at the data, and then framing it into a timeline. Members also decided that they liked the term progress over advances.

The three main outcomes of the advances discussion were:

1. To use illustrative references instead of seminal or breakthrough or all encompassing references
2. To replace the term advances with progress
3. To develop a process whereby members collect the responses, assess them, then decide how best to frame them and then create a timeline.

Members finally decided that they needed sufficient time to digest and provide feedback on recommendations. Major action item from the advances section was to ask Jenny whether she sent out the letter to IBCERCC members.

Neeraja refined letter and posted it to SharePoint. It was requested that Jenny send other SOS members the list of names that Neeraja and Janice sent the letter to.

Animal updates

Sue then discussed the animals section. Sue said that she had the whole SOS document drawn out so members could use it as a template to pull pieces together.

Epidemiology updates

Michele, Christine, and Laura then discussed the epidemiology section. All of the members discussed the certain sections that they are working on and the overall workload. Members decided to have sections complete by around the 18th of July. Laura completed a Medline search on environmental exposures and breast cancer from 2009 to present. Epidemiology members will meet next week to discuss the results of the search.

Finally, Janice inquired about whether the report will include breast cancer incidence and mortality. Janice brought up a document by the CDC on Cancer Survivors in the US. Janice will send the document to everyone.

Action Items

- Laura will check with Jenny to see if she sent out the memo to the other IBCERCC members.
- Members will also check with Jenny to see if she can forward to SOS members the list of individuals that Janice and Neeraja sent the letter to.
- Janice will send around the document by CDC on Cancer Survivors in the US.

III. Adjournment

The meeting adjourned at 12:55 p.m. on June 7, 2011.

CERTIFICATION

I hereby certify that, to the best of my knowledge, the foregoing minutes and attachments are accurate and complete.

/Michele Forman/

Michele Forman, PhD

Chairperson

State-of-the-Science Subcommittee

Interagency Breast Cancer & Environmental Research Coordinating Committee

/Gwen W. Collman/

Gwen W. Collman, PhD

Executive Secretary

Research Process Subcommittee

Interagency Breast Cancer & Environmental Research Coordinating Committee

Proper signatures

Treat as signed, § 1.4(d)(2)